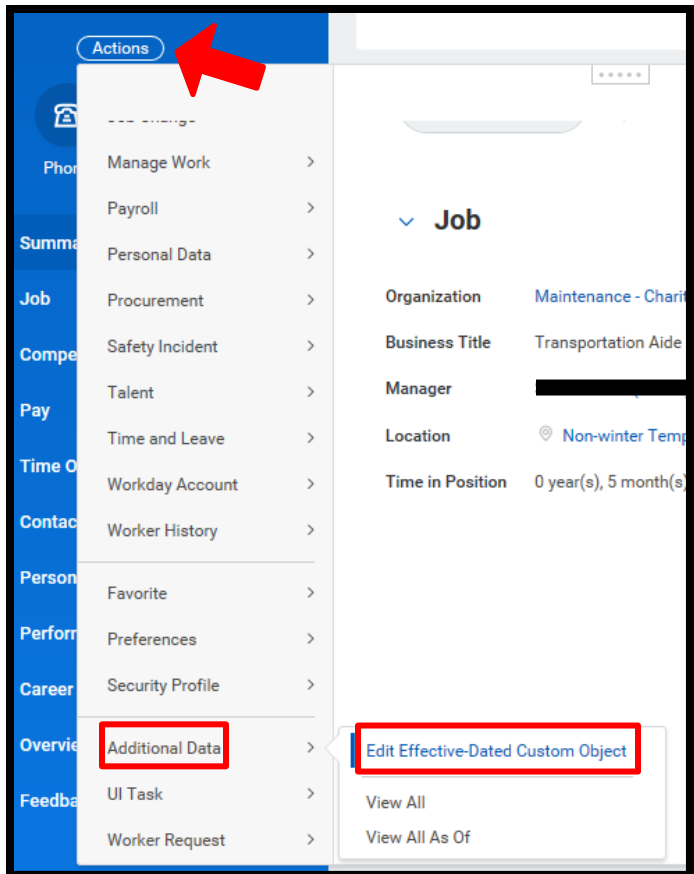


SICK CONVERSION

From your **Profile**:

1. Click your **Related Actions** button.
2. Go to **Additional Data**
3. Go to **Edit Effective-Dated Custom Object**



4. Enter **Effective Date**.

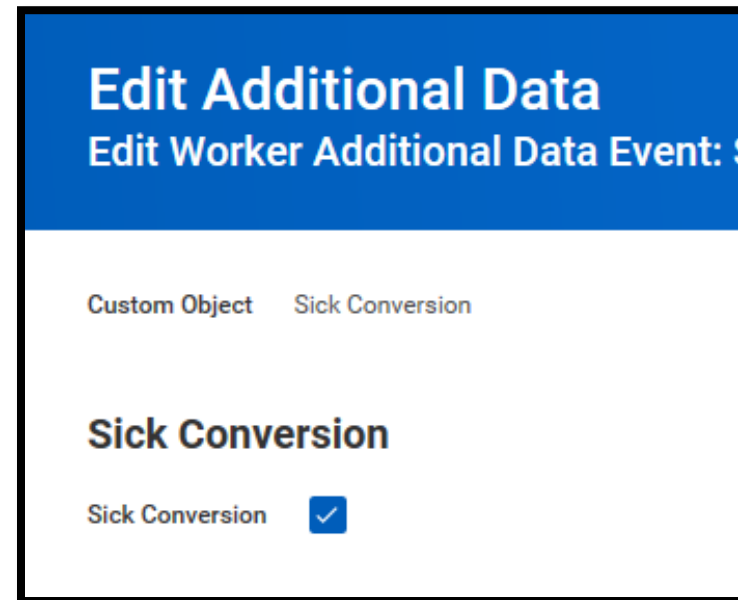


Note: If you choose a future date, in this step, the change will not happen until that date.

5. Click **Ok**
6. Click **Edit Additional Data**
7. Click the box to turn **Sick Conversion** on/off. If there is a check mark in the box it is turned on, if there is not a check mark in the box it is turned off.



Note: Turning sick conversion either on or off remains in effect until you change it again.



8. Click **Submit**.